



Newport-Mesa
Unified School District

Special Education Department
Jane Felder, Student Records Technician
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To: Board of Education

Per the California Code of Regulations, Title 5, Section 437 the following records are not required by law to be retained by the school district.

<u>Quantity</u>	<u>Type of Records</u>
33 Boxes	Special Education Student Records
4 Boxes	Special Education Student Records – IEP Recordings

I certify that none of the records listed are in conflict with California Code of Regulations, Title 5, Section 437. There is no need for further retention of these records. I recommend that authority be granted to destroy all of the foregoing records.

Dr. Fredrick Navarro, Superintendent

Board of Education Action

At the meeting of the Board of Education held on Tuesday, June 25, 2019, the Superintendent's recommendations were approved and recorded in the minutes of the Board.

All items were destroyed on _____, and I hereby certify that the records were destroyed under my personal supervision and that I was present at the time they were removed from storage and at the time they were destroyed.*

Signature _____

Print Name _____

Title _____

*Special Education records destruction date verified by Jane Felder, Student Records Technician.